ARTS COMMISSION



Penelope O'Neill, Chair Shawn Charnaw Marianne Hamilton Jonathan Knowles Colleen Wilcox Jade Bradbury, Vice-Chair Mary Curtis Valerie Hopkins David Stonesifer

TOWN OF LOS GATOS ARTS COMMISSION

WEDNESDAY, SEPTEMBER 9, 4:00 P.M.

208 East Main Street, Room 208 Neighborhood Center (upstairs) Los Gatos, California

PARTICIPATION IN THE PUBLIC PROCESS

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item NOT on the agenda, you may do so during the "Verbal Communications" period. The time allocated to speakers may change to better facilitate the Arts Commission meeting.

The purpose of the Arts Commission meeting is to conduct the business of the community in an effective and efficient manner. This is done by following meeting guidelines set forth in State law and in the Town Code. Conduct which is considered disruptive during Arts Commission meetings includes, but is not limited to:

- Addressing the Arts Commission without first being recognized;
- Interrupting speakers, Arts Commission members, and Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the podium when directed to do so; and
- Repetitiously addressing the same subject.

For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Arts Commission meetings and treat everyone with respect and dignity.

Writings related to an item on Arts Commission meeting agenda distributed to members of the Commission within 72 hours of the meeting are available for public review at the front desk of the Los Gatos Public Library, located at 110 E. Main Street and are also published on the on the official Town of Los Gatos website. Copies of desk items distributed to members of the Commission at the meeting are available for review in the Neighborhood Center at the front desk.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (408) 354-6888. Notification 48 hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting. [28 CFR 35, 102-35.104]

1. **ROLL CALL**

2. **APPROVAL OF JUNE 10, 2009 MINUTES**

(Attachment 1)

3. **COMMUNICATIONS**

Verbal (Three minute time limit per speaker for subjects not agendized)

Written

4. **COMMITTEE REPORTS: Status Reports**

- 4.1 Music in the Park (Hopkins/Knowles)
- 4.2 Approve Recommendation to Fund Art in the Council Chambers Reception (Bradbury)

(Attachment 2)

5. OTHER BUSINESS

5.1 Art on the Bridge: Status Report (Stonesifer)

6. **STAFF REPORT:**

6.1 2009 Council/Commission Retreat Issue Matrix

(Attachment 3)

6.2 Proposed Revisions to Town Commissions

(Attachment 4)

6.3 Public Art Selection Policy and Procedure

(Attachment 5)

7. <u>LIAISON REPORTS (Networking the Arts)</u>

(Three minute time limit per report)

8. **ADJOURNMENT**

Attachments

- 1. June 10, 2009 Minutes
- 2. Approve Recommendation to Fund Art in the Council Chambers Reception
- 3. 2009 Council/Commission Retreat Matrix
- 4. Proposed Revisions to Town Commissions
- 5. Public Art Selection Policy and Procedure

ATTENDANCE: Please contact the Commission Chair or the Community Services Department at (408) 354-6888 if you are unable to attend. The current Town Attendance Resolution states that any commissioner who is absent from four regular meetings held in a twelve month period, shall surrender his or her office on the Commission.



MEMORANDUM

Community Services Department

To:

Arts Commission members

From:

Regina A. Falkner Solutionity Services Director

Subject:

Approve Recommendation to Fund Art in the Council Chamber Receptions

Date:

September 2, 2009

BACKGROUND:

Attached please find a memo from Jade Bradbury, Art in the Council Chambers (AICC) Chair and the Volunteer Curator. In the memo she requests funding for Art in the Council Chambers receptions.

DISCUSSION:

As a result of the Commission's successful fundraising efforts, the Town has a balance of approximately \$39,000 for Los Gatos Arts projects. It is anticipated that a significant portion of this balance (at least \$35,000) will be allocated to Music in the Park operations over the next 5 years. This leaves a positive balance to fund other Town Art projects including, but not limited to the AICC program.

If the Commission does not approve the funding request, Staff will request Town funding for the program in the FY 2010/11 budget. Limited funding for this years' receptions is available in the Community Services Department budget.

RECOMMENDATION:

It is recommended that the Arts Commission recommend to Town Council that \$2,500 from the LG Arts balance be allocated for AICC receptions at an amount of up to \$500 per fiscal year. Refreshments are a common and integral part of artist receptions and are worthy of funding.

August 26, 2009

Regina,

I am requesting the inclusion of an agenda item for the re-scheduled Wednesday, September 9, 2009 Arts Commission (AC) meeting in the Neighborhood Center:

Proposed Agenda Item:

Create a Budget for Art in Council Chamber expenses for the period remaining in FY 2009 through 2010

Recent History:

There are six exhibitions each calendar year scheduled in the Art in Council Chambers series, which are currently sponsored by the Los Gatos Arts Commission and curated by AICC Chair and Arts Commissioner, Jade Bradbury.

Currently, each 12-month period features three local (LG) arts organization shows and three Commission-approved selections by the AICC Chair, the latter of which are conceived as solo, dual, or small group exhibitions featuring works by local artists of note.

Typically, although not always, the arts organization group shows provide their own reception food. The Commission has discussed and expressed agreement in scheduled AC meetings, Bradbury's recommendation that local artists-of-note be honored with a reception provided by the Arts Commission. Currently, the AICC Chair has covered the cost of these receptions and on occasion been reimbursed by the Town on a case-by-case basis.

Concept, per AICC Chair:

To continue the tradition of providing a formal civic venue in which to promulgate the State of the Arts locally and sometimes regionally, by featuring and fostering and effectively mentoring the local arts organizations. In having an experienced professional seek out and curate exhibitions in the other three time periods, a cycle of recognition and improved quality that can be established for all.

Recommendation to The Arts Commission:

AICC Chair recommends that a budget be established to cover the remaining 2009 period, in which she anticipates that \$100 will suffice to cover the final show of this year, should the need arise. In event it isn't needed, I would recommend that it be saved in reserve for the 2010 series, for which the anticipated FY 2010 amount to budget for expenses would be estimated at \$500 - \$600.

Jade Bradbury, Chair
Art in Council Chambers

2009 Council / Commission Retreat ARTS COMMISSION

Action/Issue Assigned To and Status	Review reports from Los Gatos Music & Arts Commission & CS Arts Commission & CS Arts Commission & CS Arts regarding its coordination/management of MIP. This assumes that an agreement with LGM&A is approved regarding the agencies' assumption of MIP management.
Highlights of Discussion Areas	Music in the Park Arts Arts coor This LGN



MEMORANDUM

OFFICE OF THE TOWN MANAGER

To:

Members of the Arts Commission, Art Selection Panel, Community Services

Commission, Parks Commission, and Transportation and Parking Commission

From:

Greg Larson, Town Manager

Subject:

Proposed Revisions to Town Commissions

Date:

August 31, 2009

BACKGROUND:

Due to the ongoing fiscal challenges faced by Los Gatos, along with most other municipalities in California, in the past several years the Town has faced reductions in staff and other administrative resources. Because of these reductions, the organization needs to manage the workload of the remaining staff. At the same time, the Town Council has expressed a desire to strengthen the position of its advisory bodies to focus on policy, rather being involved in day-to-day service provision. These two factors spurred the Council to direct staff to make a series of revisions to the enabling resolutions of the following Town Commissions:

- Arts Commission
- Art Selection Panel
- Community Services Commission
- Parks Commission
- Transportation and Parking Commission

The draft revised enabling resolution for your Commission is attached. If you would like a copy of the draft revised enabling resolution for any of the other affected Commissions, your staff liaison can provide one.

DISCUSSION:

The draft revised enabling resolutions reflect a number of changes, as explained in the following paragraphs:

Focus on Policy. As noted above, one of the key factors for this change was the desire of the Town Council to strengthen the focus of its advisory bodies on policy. The "Duties" or "Functions" section of each resolution has been revised to emphasize the position of each commission as an advisory body to the Town Council, and to specifically note each commission's area of expertise. Language referencing day-to-day service provision and related activities has been removed.

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Town Council

Subject: Proposed Revisions to Town Commissions

August 31, 2009

Workload Management. In the interest of managing the workload of staff members who support the commissions, the following changes were made to each resolution. These changes will also provide some standardization between the commissions.

- The number of commissioners has been reduced from nine to seven per commission (the Transportation and Parking Commission will remain at seven).
- Terms for members of the Parks Commission and the Transportation and Parking Commission have been reduced from four years to three, to match the existing terms of the Arts Commission and the Community Services Commission.
- The standard number of regular meetings has been reduced from twelve to four per year.
 The Parks Commission and the Transportation and Parking Commission will be phased
 in, holding six regular meetings per year through June 2010. Beginning July 2010, these
 two commissions will hold four regular meetings per year. A commission may call a
 special meeting at any time.
- Some minor changes were made to language to reflect current Town policies and procedures.

In addition, the number of Council-appointed bodies involved in the selection of public art has been reduced from two to one. More specifically, the Art Selection Panel has been eliminated and the Arts Commission will take on the role of reviewing public art. This change will help to manage workload, but will also provide a more efficient process overall.

Process. Staff anticipates presenting final versions to Council for its approval at its meeting on September 21; if approved, the revised resolutions would go into effect immediately. The Clerk Department has delayed recruitment for open commissioner positions until after Council takes action.

If you have any questions or comments about the proposed changes, please speak with your staff liaison. There are issues unique to each commission which will cause the impact on each commission to vary somewhat; your staff liaison will be able to explain these more fully. The staff liaisons are:

- Arts Commission, Art Selection Panel, Community Services Commission: Regina Falkner, Community Services Director, (408) 354-6820
- Parks Commission, Transportation and Parking Commission: Todd Capurso, Parks and Public Works Director, (408) 399-5770

GL:pg

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Attachment: Draft revised enabling resolutions

ARTS COMMISSION

RESOLUTION 2009-

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE ARTS COMMISSION ENABLING RESOLUTION AND RESCINDING RESOLUTION1996-37

RESOLVED by the Town Council of the Town of Los Gatos, that the Town Council does hereby establish the terms and conditions for appointment to and conduct of the Arts Commission. The Commission is advisory to the Town Council and operates in the manner hereinafter prescribed.

1. Membership-Organization

a. The Commission shall consist of seven (7) nine (9) voting members, whose terms of office shall be three (3) years and until their successors are appointed by the Town Council. One (1) member of the Commission shall be an arts professional, such as an artist, art historian, art administrator, museum professional, or architect.

The terms of office of the respective members shall be staggered and overlapped in such a manner that the terms of no more than three (3) one-third of the members expire each year.

The Town Council shall fill any vacancies occurring during the term of the Commission. The Commission shall annually designate a Chairperson and Vice-Chairperson.

- b. Four (4) Five members of the Commission shall constitute a quorum of the Commission for the purpose of transacting business. Any member shall have the right to present a minority view to Council in reference to any report or recommendation the Commission may take.
- c. The members of the Commission shall serve without compensation, provided that with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy Resolution 1987-16.
- d. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following). Regular meetings of the Commission shall be held four (4) times per calendar year. Special meetings may be scheduled at the discretion of the Commission.
- e. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record. Minutes of the actions taken during its meetings shall be kept and filed with the Town Clerk.

f. Residency and meeting attendance requirements will conform with current Town Resolutions.

2. Duties and Functions

- a. The functions of the Commission shall be to encourage the development of art, drama, music, and other creative activities in the Town of Los Gatos. Specific activities would include, but are not limited to:
 - 1. Identify the nature and extent of all existing resources in the arts in the Los Gatos community.
 - 2. Generate community awareness and support for a full range of activities in the Arts in the Town.
 - 3. Make recommendations to Town Council and other Town Commission in the field of art, aesthetics, and beautification.
 - 4. Perform other duties as assigned by the Town Council.
- a. The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on the art, drama, music, and other creative activities of the community. With the prior approval of, and/or at the direction of, the Town Council or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:
 - 1. Matters affecting the artistic and/or cultural life of the community; and
 - 2. Local visual and performing arts efforts; and
 - 3. Matters in the field of art, aesthetics, and beautification.
- b. The Commission shall make recommendations to the Town Council concerning public art, under the terms of the current Town Public Art Selection Policy and Procedure.
- c. The Commission shall perform other duties as assigned by the Town Council.

BE IT FURTHER RESOLVED that Resolution 1996-37 is hereby rescinded.

PASSED AND ADOPTED at a regular meeting of Gatos, California, held on theth day of	
COUNCIL MEMBERS:	
AYES: NAYS: ABSENT: ABSTAIN:	

SIGNED: /s/ Mayor Mike Wasserman MAYOR OF THE TOWN OF LOS GATOS LOS GATOS, CALIFORNIA

ATTEST: /s/ Jackie D. Rose

CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS

LOS GATOS, CALIFORNIA



MEMORANDUM

Community Services Department

To:

Arts Commission

From:

Regina A. Falkner, Community Services Director

Subject:

Public Art Selection Policy and Procedure

Date:

September 1, 2009

BACKGROUND:

The Town Council has requested staff to draft revised enabling resolutions for several Town commissions, including the Arts Commission. This request is response to two key factors: a reduction in staff and other administrative resources, and a desire of the Council to strengthen the position of its advisory bodies as policy bodies. In your packet, you have received a memo from the Town Manager describing the proposed changes, such as reducing the number of commissioners and reducing the number of regular meetings. In addition, as the memo explains, the Arts Commission will be taking on the role formerly filled by the Art Selection Panel to review public art. This will reduce the number of Council-appointed bodies involved in the selection of public art from two to one. This change will help to manage workload, but will also provide a more efficient process overall.

Since the Town's Public Art Policy and Procedure was under revision in order to remove the Art Selection Panel, the opportunity was taken to make some policy changes to the document. A draft revised version is attached for your reference (Attachment 1).

DISCUSSION:

The draft revised Public Art Policy and Procedure includes the following changes:

Scope of the Policy. The policy currently applies to any public art that will be on display for more than three months. Exhibitions under three months are facilitated by the Arts Commission. The proposed revisions would apply the policy to any public art, except that to be included in a new Town facility. Public art related to new construction would have a separate policy. In addition, the Town Manager would have the ability to accept loans or gifts of art valued at or below \$5,000, and, if a loan, that would be held by the Town for five years or less.

Procedure. Currently, public art is reviewed first by the Art Selection Panel, a separate 5-member commission, then by the Arts Commission, and then by the Town Council for final

Public Art Selection Policy and Procedure September 1, 2009 Page 2

approval. The proposed procedure would have the first review made by the Public Art Subcommittee, a 3-member subcommittee of the Arts Commission, the next by the Arts Commission, and the final approval made by the Town Council. If the art were to be installed in a public park, the Public Art Subcommittee would seek the input of the Parks Commission. If the art might have impact on an identifiable neighborhood, the Arts Commission could hold a community meeting.

Criteria. The criteria for accepting an art work, and for selecting a place for its installation, have been revised to emphasize the importance of public participation in the process. The "Criteria and Conditions for Selection" (page 3 of Attachment 1) have been revised to include public comment as a criteria for determining whether an art work is acceptable. The "Criteria for Consideration for Art Work Placement" (page 4 of Attachment 1) have been revised to add impact on the community or neighborhood as a factor to consider before placing an art work.

SUMMARY:

The draft revised Public Art Policy and Procedure is scheduled to be brought to Council for its consideration at its September 21 meeting, along with the other commission-related items.

RECOMMENDATION:

For information only.

ATTACHMENTS:

1. Draft Resolution of the Town Council of the Town of Los Gatos Amending Public Art Selection Policies and Procedures and Rescinding Resolution 1992-78.

RESOLUTION 2009-

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING PUBLIC ART SELECTION POLICIES AND PROCEDURES AND RESCINDING RESOLUTION 1992-78

WHEREAS, the Town of Los Gatos has a Public Art Selection Program allowing it to commission art work and to accept art work on loan and as gifts; and

WHEREAS, the Town Council of the Town of Los Gatos wishes to revise its policies and procedures which govern the Public Art Selection Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. The Town of Los Gatos Public Art Selection Policy and Procedure (Exhibit A) is hereby adopted; and
- 2. Resolution 1992-78 is hereby rescinded.

PASSED AND ADOPTED		
COUNCIL MEMBERS:		
AYES:		
NAYS:		
ABSENT:		
ABSTAIN:		

SIGNED: /s/ Mayor Mike Wasserman MAYOR OF THE TOWN OF LOS GATOS LOS GATOS, CALIFORNIA

ATTEST: /s/ Jackie D. Rose CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS LOS GATOS, CALIFORNIA

TOWN OF LOS GATOS PUBLIC ART SELECTION POLICY AND PROCEDURE

I. **PURPOSE**

The purpose of this policy is to provide a process through which the Town of Los Gatos (hereinafter Town) can accept art work on loan or as a gift as part of a Public Art Program. The policy also provides guidance to the Town and the Town of Los Gatos Arts Commission (hereinafter Commission) for purchasing existing art work and for commissioning artists to create new art work for the Town.

II. SCOPE

This policy applies to the installation of all art work loaned to the Town for more than three months, gifted, purchased, or commissioned by the Town of Los Gatos for public display. A separate process may be implemented for the installation of art work in a new Town facility or related to any Town construction project. Exhibitions under three months are facilitated by the Commission.

- A. The Town Manager is hereby authorized to accept loans and/or gifts to the Town of art work that is valued at or below five thousand dollars (\$5,000), and that, if a loan, will be loaned to the Town for a period of five (5) years or less.
- B. All purchases and commissions by the Town of art work must be considered through the procedures outlined below in Section IV, Procedure.
- C. All loans and/or gifts to the Town of art work that is valued at more than five thousand dollars (\$5,000) and/or that, if a loan, will be loaned to the Town for a period of more than five (5) years, must be considered through the procedures outlined below in Section IV, Procedure.

III. Policy

The Town of Los Gatos plans for public installation of art work. It is the objective of the Public Art Program to provide the community with the opportunity to enjoy access to a variety of art work and to work with a variety of artists over time. Local Los Gatos artists shall receive preferred consideration under the Public Art Program. Artists and art work from other geographic regions shall also be considered for inclusion.

IV. Procedure

- A. Art work which is to be considered for public installation shall be first reviewed by the Public Art Subcommittee (hereinafter Subcommittee), a three (3) member subcommittee of the Commission. The Subcommittee shall meet only on an asneeded basis in order to consider art work under the scope of this Public Art Policy. The Subcommittee shall develop a written recommendation to the Commission. The recommendation shall include one or more proposed locations for placement of the proposed art work.
 - 1. Should the Subcommittee find that the proposed installation might have an impact on a Town park, the Subcommittee shall solicit a written recommendation from the Town of Los Gatos Parks Commission, which

shall be included in the Subcommittee's recommendation to the Commission.

- B. The Commission shall consider the written recommendation of the Subcommittee at a public meeting. If the Commission finds that the proposed installation would have an impact on an identifiable section of the Los Gatos community, the Commission may also hold a community meeting. The Commission shall develop a written recommendation to the Town Council.
- C. The Town Council shall consider the written recommendation of the Commission at a public meeting. The Town Council shall make the final decision regarding a proposed public installation of art work, including its location.
- D. This procedure shall also be followed for consideration of renewal or non-renewal of loaned art work, and of the proposed deaccession of art work.
 - 1. Art work which is offered to the Town for public installation shall be reviewed by the Art Selection Panel, consisting of five voting members.

 Those five members shall be:
 - a. A member of the Arts Commission
 - b. A member of a Town Commission for the area affected (Parks, etc.)
 - c. An artist from the Town
 - d. An art professional (artist, art historian, art administrator, museum professional, architect, etc.)
 - e. A member from the community at large
 - 2. The Art Selection Panel members shall be recommended by the Arts Commission to the Town Council for approval. Term shall be two years and shall be staggered.
 - 3. The Art Selection Panel shall meet minimally once a year or more often as necessary. When voting on whether or not to accept an art work, members shall be encouraged to reach consensus. If consensus is not possible, simple majority vote shall prevail. The Art Selection Panel is required to submit a written report supporting its recommendation within two weeks of selection. The entire panel shall meet to make art work selections.
 - 4. Public art work that is recommended by the Art Selection Panel is reviewed by the Arts Commission. All Art Selection Panel reports and Arts Commission rationale shall be forwarded to the Town Council for consideration.

V. Criteria and Conditions for Selection

- A. The Town shall make no promises to exhibit art work permanently or to maintain art work as the property of the Town in perpetuity.
- B. The Town shall maintain a responsible collection, maintenance, and deaccession policy and procedure for art works which are accepted as part of the Town's Public Art Program.
- C. No acquisition shall be accepted without written permission and approval from the Town Council.
- D. Acceptance shall result in a contract between the donor or artist and the Town. (A

contract for art work which is loaned will include Art work is loaned for a clearly defined period of time, with the lender retaining title to the art work.)

- E. The following shall be criteria for determining whether an art work is acceptable:
 - 1. **Aesthetics**: It shall be deemed to be an art work of lasting aesthetic value.
 - 2. **Quality**: There is inherent quality in the art work itself (i.e. the Art Selection Panel shall not necessarily accept art work shall not necessarily be accepted based on the artist's overall reputation).
 - 3. **Style**: An art work shall be compatible in scale, materials, form, and content with its surroundings.
 - 4. **Permanence**: Due consideration shall be given to structural/surface soundness, resistance to theft, vandalism, weathering, and excessive maintenance repair costs.
 - 5. **Public Liability**: Each art work shall be examined and approved for safety conditions and factors which may bear upon public liability.
 - 6. **Diversity**: The overall Public Art Program shall consider diversity in style, scale, and media.
 - 7. **Technical Feasibility**: (For purchases or commissions) Each art work shall be examined for convincing evidence of the artist's ability to successfully complete the art work as proposed.
 - 8. **Duplication**: To assure that the art work will not be duplicated, the artist shall be asked to warrant that the art work is unique and an edition of one, unless stated to the contrary in the contract. (Multiples shall be considered for selection at the discretion of the Commission Art Selection Panel's discretion.)
 - 9. **Public Comment**: The input of the community shall be solicited by the Subcommittee, Commission, and Town Council.

VI. CRITERIA FOR CONSIDERATION FOR ART WORK PLACEMENT

Prior to placement of an art work, the following factors shall be considered:

- A. Visibility
- B. Lighting
- C. Public Safety
- D. Traffic Patterns: interior, exterior, foot, and auto
- E. Location: relationship to existing art work, architecture, and natural features in the proposed vicinity
- F. Future development plans for the area
- G. Impact on the community or neighborhood in the proposed vicinity

VII. ROLES AND RESPONSIBILITIES

A. Town Council:

- 1. Appoints Art Selection Panel members.
- 2. Holds a public hearing to determine acceptance and placement of art work based on recommendations from the Arts Commission, Art Selection Panel, and community members.

B. Arts Commission:

1. Reviews Art Selection Panel's recommendation and considers input from

- the donor or lender or members of the public.
- 2. Makes recommendation to Town Council regarding acceptance and placement of art work, based on Art Selection Panel recommendations and/or public input, including but not limited to the artist.
- 3. Recommends Art Selection Panel members to Arts Commission.

C. Public Art SubCommittee:

- 1. Recommend Art Selection Panel members to Arts Commission.
- 2. Shall make initial art work placement recommendations.

D. Art Selection Panel:

- 1. Makes recommendation to the Arts Commission on the following:
 - a. Acceptance and placement of art work, whether as gift, loan, purchase, or commission.
 - b. Renewal or non-renewal of loaned art work.
 - e. Possible deaccession of art work which may no longer be appropriate.
- 2. Reviews inventory of potential art work placement locations, suitable for installation of Public Art, as developed by the Arts Commission Public Art SubCommittee.

E. Park Commission:

Makes recommendations to the Town Council regarding acceptance and physical placement of art works proposed for installation in a Town Park, based on Art Selection Panel and Arts Commission advice.

F. Staff:

- 1. Attorney: Legal issues (to Council).
- 2. Risk Manager: Insurance, risk management issues.
- 3. Parks Department: Exterior and interior placement and maintenance issues.
- 4. Community Services Dept: Implement public art selection policy and procedures.

PUBLIC ART POLICY & PROCEDURE

